



City of
Ville d'Ottawa

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October 3, 1991

Chris Brown, President
The Allergy and Environmental
Health Association
Ottawa Branch
6267 Castille Court
Orleans, Ontario
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Chris Brown:

Subsequent to our meeting and telephone conversation, I am pleased to confirm with you the various initiatives which have been conducted by the Corporation in ensuring that the New City Hall is accessible to as many of our citizens with disabilities as possible, including citizens who have environmental sensitivities.

As you know, Des Underhill left the Corporation last July and has only just recently been replaced. I have asked the newly appointed Liaison Officer to advise me as to whether Bruce Small has been contacted regarding the testing and to provide me with details on what the testing will entail. She informs me that she should have this information available to me by mid-October.

I would like to take this opportunity to recapitulate what has been done to date with regard to the New City Hall project, in particular, as to concerns for environmentally sensitive individuals.

July 1990

The New City Hall Mechanical/Electrical Consulting Engineers attended an Indoor Air Quality Conference.

July 1990

An Information Report was prepared by the Office of the Chief Administrative Officer dated July 30, 1990 concerning New City Hall - Indoor Air Quality, as directed by City Council.

October 1990

Bruce Small of Bruce M. Small & Associates Ltd., was engaged by the City of Ottawa to provide a study which explores the means by which the Corporation could ensure that the New City Hall was accessible to people who are chemically hypersensitive. Bruce Small's recommendations were subsequently incorporated into the Specifications of the Building Construction enclosed.

As per the attached extract from the Phase III - Building Construction Specifications, there are numerous ongoing inspections and testing which are scheduled to take place at different intervals throughout the project.

Off-Gas and Air Quality Testing

- a) General on-site air sample testing to detect the levels and array of Volatile Organic Chemicals (VOCs) present in the air in the workplace for the purposes of detecting unforeseen contaminants and adjusting ventilation to accelerate off-gassing. On-site sampling will be required on 12 occasions spread through the construction period, with emphasis on the last 6 months of construction. Later tests will be coordinated with air flow testing;
- b) Materials sample testing of odorous materials will be conducted to determine the levels and array of emissions from specific materials installed in the building and the rate of decay of such emissions as a further function of time from the moment of installation, to confirm acceptability of materials and to determine the length of time that additional ventilation will be required after occupancy to ensure the safety of occupants and visitors. (Laboratory testing may be required on up to 12 key installations and finishing materials present in large quantities. e.g., paint, sealants, adhesives, epoxy and urethane coatings and systems, carpeting);
- c) Three air flow/air exchange tests, at six months prior to occupancy, at three months prior to occupancy, and immediately prior to occupancy, would be conducted under various ventilation conditions to determine the relationship between emission levels and ventilation, and to determine when or whether extra ventilation and/or heating is required to accelerate off-gassing prior to occupancy of the building.

Finally, \$40,000.00 has been approved by Council to conduct the above noted off-gas and air quality testing and to address other accessibility concerns for environmentally sensitive individuals.

I have also been assured that the building has been designed such that, should the need arise, accommodation could be provided to an employee with serious environmental sensitivities.

With regard to your concerns relative to the availability of an appropriate meeting room in the New City Hall for citizens who need a room free from such irritants and with a window which opens to the outside, I will also be discussing this matter with the Project Liaison Officer at the beginning of October.

Finally, you have asked me to look into securing a meeting space for your organization, one which provides an appropriate environment for the needs of your members, anywhere within the City's properties. I have contacted individuals in Recreation and Culture who will be looking into the matter and getting back to me shortly.

As can be witnessed by the above, the Corporation is taking a pro-active approach in ensuring that the New City Hall is accessible to all its Citizens and with regards to accommodating the specific needs of persons with disabilities.

I hope to be in a position to meet with you in mid-october to further discuss the matter. I would like to take this opportunity to thank you for your input and advice with regard to ensuring we provide an environment free of barriers for citizens with a disability for the New City Hall, as well as in our other facilities when possible. I hope we can continue to count on your active participation.

With best regards,



C. Tremblay-Choquette
Manager, Human Rights
and Employment Equity

c.c. Chief Administrative Officer
New City Hall Project Liaison Officer

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Attach.